

Congratulations on your decision to marry! We, the staff and parishioners of St. Joseph of Cupertino, are glad to be of service to you. It is our hope and prayer that you have a long and happy marriage.

Because we, as Catholics, believe marriage to be a lifelong commitment with special religious significance, it is important that all couples intending to marry in the Church be prepared for that commitment as adequately as possible. To this end, we ask that you participate in a process of preparation, which will include a number of required activities. The first part of this booklet will describe that process.

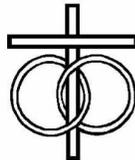
The second part of this booklet contains specific parish policies concerning the wedding ceremony itself. You will find answers to some of the most common questions about weddings in this parish. Please feel free to ask if you need any additional information.

THE MARRIAGE PREPARATION PROCESS

The marriage preparation process includes the following elements:

1. Meetings with the priest/deacon. During these meetings he will describe the marriage preparation process in detail, find out more about you and your relationship, take care of some of the necessary paperwork, talk with you about the teaching of the Church regarding marriage, and help with the planning of the wedding ceremony. He may also administer and discuss the results of the FOCCUS (see below).
2. Participation in the parish marriage preparation program or in an Engaged Encounter weekend. The parish marriage preparation program (no charge) consists of a number of meetings facilitated by a married couple in their home or at the parish; this couple will lead various discussions focusing on topics related to marriage. To sign up, call the lead couple (see separate page). The weekends, which take place at a retreat house, require reservations made well in advance and have a fee attached. Go to eesanjose.org to register.
3. An introduction to the Natural Family Planning method of birth regulation. These sessions are held at O'Connor Hospital in San Jose. Early registration is recommended. The priest/deacon will give you the proper information.
4. FOCCUS (not used by all priests/deacons). This written instrument will test your communication with each other. The priest/deacon will discuss with you the results of the FOCCUS.
5. Completion of required documents. These documents include
 - a. Baptismal certificate. If you were baptized Catholic, you will need a **recent** copy of your baptismal certificate, that is, one issued no more than six months before the date of your wedding. You will have to obtain this copy from the church of baptism. If you were baptized in some other Christian denomination, a photocopy of your original certificate is sufficient.
 - b. Form A (Questionnaire for Bride and Groom). You will meet with the priest/deacon to complete this form stating that you are free to marry and that you are able to fulfill the responsibilities of marriage. If you are a Catholic, you will be asked for the date and place of your first communion and confirmation.
 - c. Form B (Questionnaire for Witness). Someone who knows you well--usually one of your parents--will meet with a priest/deacon to complete this form verifying the information you gave above. He or she will have to know about your reception of the sacraments.

- d. Other documents may be necessary if this is an interfaith marriage (a marriage between a Catholic and someone of a different faith) or if the bride or groom has had a previous marriage. The priest/deacon will assist you.
- e. Civil marriage license. You must apply for a marriage license that is issued by the County Clerk's Office. Bring this to your rehearsal.



THE CELEBRATION OF MARRIAGE

You will have the opportunity to plan your marriage celebration in consultation with the priest/deacon. The Church provides a number of options in regard to prayers, readings from scripture, music, and persons you might wish to involve in the ceremony.

Parish Wedding Coordinator

Our parish wedding coordinator will be present on the day of your wedding and at your rehearsal to assist you. The use of the parish wedding coordinator is required for all weddings. Her fee is \$200, payable directly to her.

Scheduling Your Wedding

Weddings usually take place on Saturdays, at 10 A.M., 12 noon, or 2 P.M. You are allowed a total of two hours in church, beginning up to 45 minutes before your wedding. Please note that if the length of your wedding ceremony exceeds one hour, time for photography in church after the wedding may be shortened or even canceled because of other events that may follow. Wedding parties and guests must be out of the church by 3:20 P.M. on Saturdays.

Church Etiquette

Our church is a sacred space. Please conduct yourselves in a respectful manner whenever you are in church.

Food and Drink

Please do not consume food or drink in church. Chewing gum is not appropriate. Water is permitted for health reasons. The consumption of alcohol is not allowed on church premises except for religious purposes.

Photography/Videography

Flash photography or special lights are permissible only during the entrance procession and as the wedding party is exiting the church. Except at these times, photographers and videographers must remain in one place.

Flowers and Other Decorations

You may bring in your own flowers and other decorations. However, any banners, cloths, or decorations already in church on the day of your wedding may not be moved or removed. For this reason, please take into consideration the seasons of the church year when scheduling your wedding. For example, purple is the liturgical color of the seasons of Advent and Lent.

Tape is not allowed on any of the pews. The use of runners is discouraged. If you wish, the wedding coordinator will contact your florist to arrange a delivery time for your flowers and/or help

you to share flowers with another couple marrying the same day. We ask that you consider sharing the joy of your wedding day with the parish community by leaving at least one floral arrangement in church for the decoration of the altar at weekend masses.

Candles

The church has candelabra which you may use for your wedding. If you wish to use a "unity candle," you must provide your own. You must also provide your own stand for this candle, as well as tapers with which to light it. All of these items will be returned to you after your wedding.

Throwing of Rice or Other Items

The throwing of rice, birdseed, flower petals, etc. is not allowed, either inside or outside of church. The bride and groom will be responsible for any necessary cleaning after the ceremony.

Music

Music at a Catholic wedding should reflect the religious meaning of marriage. For this reason, most popular music is not appropriate at Catholic weddings. All music must have the approval of the officiant. The parish organist has a base fee of \$200. The parish music director is available as a soloist or song leader; his base fee is also \$200. If there are additional meetings or rehearsals involving these persons, each is available for \$50 per hour. Both of these staff people will be happy to give music suggestions. Please pay the musicians directly. Note that outside musicians must have the approval of the parish priest/deacon, music director, or organist. Visiting organists may use the organ only with the permission of the parish organist.

The Rehearsal

Rehearsals normally take place on the evening before the day of the wedding. The priest/deacon leads the rehearsal. For those couples using the services of a visiting priest/deacon, it is especially important to note that the rehearsal is *his* responsibility and *not* that of the parish wedding coordinator. Be sure to schedule the rehearsal for a time when the priest/deacon can be present.

Donations and Fees

We ask that parishioners give a donation of at least \$500.00 for the use of the church; the amount is \$600.00 for those who are not parish members. These amounts *do not* include the fee for the wedding coordinator. Musicians have their own fees. While it is not necessary, a gift for the officiant is appreciated. *Please note that the church donation and all fees are due in the parish office no later than two weeks before the scheduled date of your wedding.* If you are being prepared for marriage at St. Joseph but your wedding is taking place elsewhere, the parish requests a donation of at least \$100.00.

IMPORTANT PHONE NUMBERS

Parish Office	252-7653
Parish Fax	252-5263
Totsie Taylor, Wedding Coordinator	255-1881 or ext. 61
Dan Morris, Music Director	ext. 32
Lothar Bander mann, Parish Organist	996-9352

7/09